

# **MEETING MINUTES**

## **ESSEXVILLE DOWNTOWN DEVELOPMENT AUTHORITY For Its Regular Meeting of Thursday March 6, 2008**

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Chairperson, Charles Campbell called the Regular Meeting of the Essexville Downtown Development Authority to order at 8:12 a.m.

**MEMBERS PRESENT:** Campbell, Hansford, Majerczyk, Washabaugh, and Willett

**MEMBERS ABSENT:** Clemons, Jaenicke, Rosebush, and Williamson  
(Pre-excused)

**OTHERS ABSENT:** William Hydorn City Council Liaison(Pre-excused)

### **1. APPROVAL OF AGENDA**

Motion to approve the agenda as written by Willett, second by Washabaugh  
Unanimously approved.

### **2. APPROVAL OF MINUTES**

Motion to approve the minutes of January 17, 2008 Regular Meeting as written by  
Hansford, second by Campbell; unanimously approved.

### **3. CITIZENS INPUT**

None

### **4. UNFINISHED BUSINESS**

None

### **5. NEW BUSINESS**

Environmental Testing Services for MSHDA Project Site – Jeff Crum, the consultant to MSHDA on environmental reviews, has signed off on the work plan, which will now go to MSHDA, and if approved, Wilcox Associates can begin work immediately on testing the environmental condition of the project site.

This testing is being done in accordance with the purchase agreement between the DDA and P.S. Equities which states that the DDA has to deliver the property in a condition suitable to MSHDA for the construction of the housing. Wilcox Associates anticipated cost for these services will be a lump sum of \$8,500.

Motion by Majerczyk, second by Campbell

**Resolved that the Downtown Development Authority (“DDA”) approve the additional expenditure of \$8,500 for Wilcox Associates to perform limited due diligence services for the DDA properties proposed for the senior housing project.**

Motion passed unanimously.

Annual City Wide Rummage Sale – Mr. Campbell informed the Board that the Annual City Wide Rummage Sale is scheduled for the weekend before Memorial Day, Friday, May 16<sup>th</sup> and Saturday, May 17<sup>th</sup>, 2008.

Chariman Campbell commended the City's Department of Public Works on their efforts this snowy winter keeping the snow plowed.

## **6. REPORTS AND COMMUNICATION**

Senior Housing Development Project – The Board is waiting for environmental issues to be resolved and MSHDA to announce the date for the first round.

Post Office Relocation Project – At this point Mr. Majerczyk would like to get the senior housing matters resolved first before pursuing the Post Office regarding the relocation.

Business/Commerce Park Development – Mr. Weiss will be applying for a variance for the front setbacks of the new Pyramid Paving office building.

## **8. COMMITTEE REPORTS**

Mr. Majerczyk will have a long term time line for the DDA prepared for the May meeting.

## **9. ADJOURNMENT**

Motion by Majerczyk, second by Washabaugh; meeting adjourned at 8:44 a.m.

**Note: These minutes are not official until approved by the DDA Board.**